

**TOWNSHIP OF CHISHOLM**  
**REGULAR COUNCIL MEETING**  
**TUESDAY, APRIL 9<sup>TH</sup>, 2013**

**CALL TO ORDER**

Mayor Leo Jobin called the meeting to order at 7:00 p.m. with Councillors Susan Major, Teresa Miller, and Cec Reid present. Councillor David Hodgins was absent with regret. Guests in attendance were Carla Scarfone; and Cindy and Nunzio Scarfone, and Steve Edwards, who joined the meeting in progress. Staff member in attendance was Clerk-Treasurer Linda Ringler.

**NOTIFICATION OF PECUNIARY INTEREST**

Councillor Teresa Miller declared a pecuniary interest with respect to the proposals for the Asset Management Plan due to her business relationship with one of the proponents, and refrained from discussing or voting on the matter.

**ADOPTION OF AGENDA**

**Resolution 2013-117**

Cec Reid – Susan Major: Be it resolved that the agenda be adopted as presented. ‘Carried’

**ADOPTION OF MINUTES**

**Resolution 2013-118**

Susan Major – Cec Reid: Be it resolved that the Minutes of the March 26<sup>th</sup>, 2013 regular Council meeting be adopted as printed and circulated. ‘Carried’

**BUSINESS ARISING FROM MINUTES** - None

**APPROVAL OF ACCOUNTS**

**Resolution 2013-119**

Cec Reid – Susan Major: Be it resolved that the Administration, Council, Landfill, and Public Works payroll accounts in the amount of \$21,292.33, and general accounts totaling \$92,408.47 for the month of March, 2013, be accepted as presented. ‘Carried’

**CITIZEN'S PETITIONS AND DEPUTATIONS** - None

**OPEN FORUM** - None

**MAYOR STAFF AND COMMITTEE REPORTS**

**Resolution 2013-120**

Susan Major – Cec Reid: Be it resolved that the Mayor, Staff and Committee Reports be accepted as presented, and a summary of these reports be attached as Addendum “A” to the minutes. **‘Carried’**

**REVIEW OF BUDGET REPORT**

**Resolution 2013-121**

Cec Reid – Susan Major: Be it resolved that the Budget Report, dated March 28, 2013, be accepted as presented. **‘Carried’**

**NEW BUSINESS**

**Resolution 2013-122**

Susan Major – Cec Reid: Be it resolved that the Council of the Corporation of the Township of Chisholm authorizes acceptance of the renewal proposal from J.G. Rivet Insurance Brokers Ltd. in the amount \$32,227.00, plus applicable taxes, for the township’s 2013 insurance requirements. **‘Carried’**

**Resolution 2013-123**

Cec Reid – Susan Major: Be it resolved that the Council of the Corporation of the Township of Chisholm authorizes the Mayor and Clerk-Treasurer to execute the BDO Canada LLP representation letter in connection with the audit of the financial statements of the Boxwell Cemetery for the year ended December 31, 2012. **‘Carried’**

**Resolution 2013-124**

Susan Major – Cec Reid: Be it resolved that the Council of the Corporation of the Township of Chisholm authorizes the attendance of Mayor Leo Jobin at the following events, and further that remuneration and expenses be paid in accordance with relevant by-laws:

- (1) Royal Canadian Legion Branch # 453 Veterans’ Dinner to be held on April 14<sup>th</sup>;
- (2) Powassan Maple Syrup Festival Mayors’ Breakfast to be held on April 27<sup>th</sup>; and
- (3) 25<sup>th</sup> Anniversary celebrations of the Powassan Farmers’ Market to be held on May 18<sup>th</sup>. **‘Carried’**

**Resolution 2013-125**

Teresa Miller – Susan Major: Be it resolved that the Council of the Corporation of the Township of Chisholm authorizes the renewal of membership in the Ontario Association of Cemetery and Funeral Professionals (OACAP) for the year 2013. **‘Carried’**

**Resolution 2013-126**

Cec Reid – Teresa Miller: Be it resolved that Council takes a ten-minute recess. **‘Carried’**

Time: 7:55 p.m.

**Resolution 2013-127**

Cec Reid – Teresa Miller: Be it resolved that Council returns to regular session. **‘Carried’**

Time: 8:07 p.m.

**Resolution 2013-128**

Cec Reid – Teresa Miller: Be it resolved that the request from Darla and Chris Turcotte regarding a landfill site matter be acknowledged, and further that Council is in agreement that they are not required to take their garbage to the landfill site at a specific time. **‘Carried’**

**Resolution 2013-129**

Susan Major – Cec Reid: Be it resolved that the Council of the Corporation of the Township of Chisholm accepts a recommendation brought forward from the Asset Management Proposal Review Ad Hoc Committee to accept the proposal from Tunnock Consulting Ltd. in the amount of \$19,530.00 plus HST, to undertake the development of an Asset Management Plan for the municipality in accordance with the Request for Proposal issued February 20<sup>th</sup>, 2013. **‘Carried’**

**GENERAL DISCUSSION**

**Resolution 2013-130**

Teresa Miller – Cec Reid: Be it resolved that Council accepts, as presented, the draft information flyer re: recyclable and non-acceptable materials to be distributed with the April newsletter. **‘Carried’**

Councillor Susan Major expressed thanks to Administrative Assistant Alice Lauzon for her efforts to obtain information for the Landfill Education Committee, and in preparing the information flyer for distribution.

**Resolution 2013-131**

Teresa Miller – Cec Reid: Be it resolved that By-law 2013-12, being a by-law to confirm the proceedings of the April 9<sup>th</sup>, 2013 regular Council meeting be read a first, second and third time and be passed this 9<sup>th</sup> day of April, 2013. **‘Carried’**

**ADJOURNMENT**

**Resolution 2013-132**

Teresa Miller – Susan Major: Be it resolved that we do now adjourn to meet again on Tuesday, April 23<sup>rd</sup>, 2013 at 7:00 p.m. or at the call of the Mayor. **‘Carried’**

Time: 8:20 p.m.

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Mayor

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Clerk-Treasurer

## ADDENDUM "A"

### Staff Reports

Clerk-Treasurer Linda Ringler provided copies of the following to Council:

- (1) Letter from Ontario Provincial Police re: 2012 policing cost summary, reconciling the municipality's OPP allocated policing costs for the calendar year.
- (2) Letter from Stewardship Ontario re: fourth quarterly payment for the 2012 program year.
- (3) Letter from Ministry of Consumer Services, Cemeteries Regulation Unit approving By-law 2012-26, for the operation of the Boxwell Union Cemetery.
- (4) Email from Shelly Dumouchel re: Algonquin Land Claim.
- (5) Email from Ryerson Township re: topics for lunch guest speaker at District of Parry Sound Municipal Association spring meeting.
- (6) Email from Cassellholme re: consultant's report and follow up meeting with member municipalities.
- (7) Communiqué from District of Nipissing Social Services Administration Board re: plans for next decade in housing.
- (8) Submission of MIII grant application for Chiswick Line.
- (9) Summary of March revenue.
- (10) Tax arrears as of March 31, 2013.
- (11) Minutes of March 20<sup>th</sup> Community Service Committee meeting.
- (12) Minutes of March 21<sup>st</sup> Public Works Committee meeting.
- (13) Minutes of April 4<sup>th</sup> Landfill Education Committee meeting - Councillor Susan Major to address Council with respect to landfill matters.

The following decisions were reached by Council as a result of landfill matters addressed by Councillor Susan Major.

- (1) Recyclables collected at landfill during transition period – Recyclables will be placed in blue boxes and at the end of the day, in the electronics container, to be later put out by Public Works staff at the site on bi-weekly recycling days.
- (2) Procedural Manual – Landfill Attendant will be provided with a manual of information and procedures.
- (3) Landfill Attendant to be provided with a supply of tinted or clear large and small bags.
- (4) Landfill Attendant to be pick up, at township's cost, twist ties so that landfill card can be tied to bag of material to be taken away from site by resident or business after depositing other garbage/materials in respective areas.
- (5) Assistance will be provided by Public Works staff, not Municipal Law Enforcement Officer, in accordance with Collective Agreement.
- (6) Staff was asked to contact Public Works Supervisor to ascertain name of person lined up to assist Landfill Attendant (preferably same person for six week period).

- (7) Council reconsidered price of blue boxes – will be \$5.00 per box. Landfill Attendant to be provided with a supply for her use and sale.
- (8) Residents will be expected to sort through or take home their garbage, depending on amount of recyclables in it.
- (9) Businesses can deposit garbage at any time during hours of operation.
- (10) Tolerance levels – Three businesses that have approached Council – continue to do the very best that they can with segregation of recyclables. Council also wants them to continue to work with township to educate their clients with respect to recycling towards 100% recycling. Having said this, Council realizes that they may never be 100% compliant due to health and safety, and privacy issues.
- (11) Residents will be expected to be 100% compliant.
- (12) Other businesses that have not approached Council expected to be 100% compliant.
- (13) Appropriate signage at landfill site, and at entrances to township to help educate residents and assist businesses in their efforts.

### **Committee Reports**

Councillor Cec Reid presented a report on the March 27<sup>th</sup> North Bay-Mattawa Conservation Authority Board of Directors' meeting.